

WARNDON PARISH COUNCIL

Minutes of a meeting of the Parish Council held
Monday 4th September 2017 at Lyppard HUB commencing at 7.30pm

Present:

Councillors: R. Morris (Chairman), N. Fielden (Vice Chairman), R. Harris, V. Barrall, D. Merriman, A. Taylor, L. Morris, D. Long.

Also present:

County Cllr A. Roberts, Ward Cllrs L. & S. Hodgson, Parish Warden A. Booth.

Apologies:

Police Sgt Hallam, Ward Cllr A. Feeney.

Declarations of Interest & Councillor Dispensation Requests:

None

Item:	Minute Recorded:	Action By:
25.	The Minutes of a meeting held 3rd July 2017 were agreed and signed as a true record. Proposed N. Fielden, seconded A. Taylor. All agreed.	
26.	<p>Reports –</p> <p>Police – apologies noted.</p> <p>VAS – report as circulated by R. Morris. Noted that the batteries may have failed for approx. 2 weeks.</p> <p>County Councillor – no report received to the meeting.</p> <p>Ward Councillors – report as circulated by email.</p> <p>The Chairman had met with David Blake, MD of Worcester City Council, for a catch up and to reinstate communication channels. New Directors in place so all advised to familiarise themselves with new names.</p> <p>Also noted that the current MD was not aware of the Councils Charter but will work with the PC to review the agreed actions.</p> <p>The following matters were also discussed – Warndon Woods / SWDP / football ground options / pedestrian crossings. It was agreed that quarterly meetings would be arranged asap to meet new Officers.</p> <p>N. Fielden agreed that it was important that Worcester City recognised the importance of the PC to the Council revenue</p>	<p>RM to circ. new names and structure of Worcester City management team.</p>

	<p>streams. They also need to clarify standards of workmanship as very unclear currently. It was noted that Ward Cllrs are involved at Committee level.</p>	
27.	<p>Environmental Matters - Report as circulated by D. Merriman. It was noted that the collation of winter / tree works is on-going. Next walkabout 5th September. Concern over drugs paraphernalia found. No Parish Warden report received – Clerk to chase up. Warwick Neale to confirm if any mowing days owed to the PC by October meeting. Old toll road to Watercroft – motorcycles access now blocked. Environmental Initiatives – purchase of wild flower seeds proposed by D. Merriman, costing £140.00. Seconded by R. Harris. All agreed. Purchase to be made via Worcester City and re-invoiced to the PC.</p>	<p>D. Merriman to check re mowing days owed. D. Merriman to arrange wild flower seed purchase as agreed.</p>
28.	<p>Planning & Rights of Way Matters – Report as circulated by L. Morris. Noted a further application for a totem pole sign at Bluebell Farm. Initial application for the other totem is still undetermined. L. Morris has chased up Planners re the Warndon Woods development but nothing currently happening and no date set for hearing. Neighbourhood Planning – Reports as circulated by A. Taylor. The Steering Group had asked the PC to approve spending part of the NP grant on commissioning Chris Dobbs to assist the Steering Group – 4 days work at a cost of £1008.00. Chris Dobbs is a key person at Worcester City and worked on the original Warndon project, so has a real understanding of the original process and work done to date so could be a real help in the NP process and in assessing future costs. The Steering Group will need to bid for the funding of £1008.00 which will take approx. 10 days. It was noted that there is only 9 months of the year left in which to spend the £9K available funding. The Steering Group must be able to prove that they will not overspend at the end of the financial period. Hard to forecast at this stage it will be clearer further in to the process. This initial spend will be very beneficial to the process and future processes required. It was proposed by A. Taylor, seconded by D. Merriman that</p>	<p>A. Taylor and the Clerk to liaise re the NP funding application. D. Merriman to place the Steering Grp minutes on the PC notice board.</p>

	<p>the Steering Group apply for £1008.00 from NP funding to fund Chris Dobbs work. All agreed.</p> <p>It was noted that the Steering Group needs to agree a timeframe for the NP process as required by Maria Dunn, Worcester City Planning.</p> <p>Ward Cllr S. Hodgson raised concern about the Ward representation on the current Steering Group which will be checked with Maria Dunn.</p> <p>It was also agreed that Steering Group emails are to be circulated using 'bcc' in future.</p> <p>The PC noted a 'new home owner package' from developers which was previously available for new residents – could this be reinstated in the future?</p>	
29.	<p>Leisure & Community Affairs –</p> <p>V. Barrall reported that there will be fete write up in the newsletter and that she is currently speaking with the HUB re Christmas ideas.</p> <p>Allotments – R. Morris reported re on-going maintenance issues resolved.</p> <p>Worcester City doing a HLF bid for the archaeological project. October planning application planned for the extension and wider landscape improvements. Decision possibly in December / works December and January. Completion approx. February 2018?</p> <p>Newsletter – delivery week of 11th September. Clerk checking distribution areas and current non-delivery areas. Thanks to D. Merriman, V. Barrall and Cllrs S & L Hodgson for offering to assist with delivery in non Berrows areas.</p> <p>Defibrillators – two sited but final location still required. R. Morris progressing options and appeal in the newsletter. Training dates announced and the newsletter and to local businesses.</p>	
30.	<p>Financial and Governance Matters –</p> <p>Statement of accounts approved as circulated by the Clerk. No further audit updates from Grant Thornton.</p>	
31.	<p>Reports from Outside Bodies –</p> <p>Lyppard Hub – none.</p> <p>Worcester City Standards Board – meeting attended in July. No PC actions but a discussion held re filming of Council meetings – decision deferred. 2016/17 report online for viewing.</p>	

	CALC – reports as circulated by the Clerk.	
32.	Councillors Reports and Items for Future Agendas – None.	
33.	<p>Report of the Clerk – Accounts proposed for payment – proposed N. Fielden, seconded A. Taylor. All agreed. £406.07 Clerk’s salary £61.05 Fete stall purchases (debit card - retrospective) £73.14 & £66.50 Amazon printer inks (debit card - retrospective) £36.00 C.W. Joyner allotment standpipe repairs (retrospective) £9,000.00 Worcester City Parish Warden contribution Apr-Sept 17 £35.00 ICO Registration renewal (data controller) £916.00 PACE printers (newsletter)</p> <p>Income – £18.00 Allotment rental £8387.00 HMRC vat reimbursement</p> <p>The Clerk updated that a payment card application to Unity Trust Bank can be made at end Sept after holding an account for 6 months.</p> <p>It was noted that the Oct meeting will have a pre-meeting from 7 – 7.30 pm as per Chairman’s email.</p>	Clerk to pay accounts as agreed and to apply for a UTB payment card at end of September.
	There being no further business the meeting closed at 8.40 pm	